

Comparisons of Job Characteristics

Focus Occupation: Bookkeeping, Accounting, and Auditing Clerks (43-3031)

Associated Occupation: Tax Examiners and Collectors, and Revenue Agents (13-2081)

Compare Knowledge

Compare Skills

Compare Abilities

Compare Detailed Work Activities

Compare Tools and Technologies

| | |
|----|--|
| << | Focus occupation element is much lower |
| < | Focus occupation element is lower |
| 0 | Focus occupation element is at a similar level |
| > | Focus occupation element is at a higher level |
| >> | Focus occupation element is at a much higher level |

Knowledge

Similarity of Focus Occupation to Associated Occupation: 76

Focus Occupation: Bookkeeping, Accounting, and Auditing Clerks (43-3031)

Associated Occupation: Tax Examiners and Collectors, and Revenue Agents (13-2081)

| Associated Occupation's Key Knowledge Elements | Average Rating, All Occupations | Associated Occupation's Rating | Focus Occupation's Rating | Evaluation of Focus Occupation |
|--|---------------------------------|--------------------------------|---------------------------|---|
| Customer and Personal Service | 11.3 | 16.9 | 10.3 | << Extensive education and/or training may be required |
| Law and Government | 5.9 | 14.6 | 5.2 | << Extensive education and/or training may be required |
| Computers and Electronics | 8.4 | 12.7 | 9.1 | << Extensive education and/or training may be required |
| Clerical | 7.3 | 10.7 | 15.9 | >> Current knowledge level is likely more than sufficient |
| Mathematics | 9.2 | 10.5 | 12.0 | > Current knowledge level is likely sufficient |
| Economics and Accounting | 4.4 | 8.1 | 11.5 | >> Current knowledge level is likely more than sufficient |

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

Skills

Similarity of Focus Occupation to Associated Occupation: 94

Focus Occupation: Bookkeeping, Accounting, and Auditing Clerks (43-3031)

Associated Occupation: Tax Examiners and Collectors, and Revenue Agents (13-2081)

| Associated Occupation's Key Skills Elements | Average Rating, All Occupations | Associated Occupation's Rating | Focus Occupation's Rating | Evaluation of Focus Occupation |
|---|---------------------------------|--------------------------------|---------------------------|---|
| Reading Comprehension | 10.7 | 13.3 | 11.0 | < A higher skill level may be required |
| Active Learning | 8.7 | 10.7 | 8.1 | << Extensive development of skills in this area may be required |
| Mathematics | 6.2 | 8.7 | 9.6 | > Skill level is likely sufficient |

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

| Abilities | | Similarity of Focus Occupation to Associated Occupation: 97 | | | |
|---|---------------------------------|---|---------------------------|--------------------------------|--|
| Focus Occupation: Bookkeeping, Accounting, and Auditing Clerks (43-3031) Associated Occupation: Tax Examiners and Collectors, and Revenue Agents (13-2081) | | | | | |
| Associated Occupation's Key Abilities Elements | Average Rating, All Occupations | Associated Occupation's Rating | Focus Occupation's Rating | Evaluation of Focus Occupation | |
| Written Comprehension | 11.0 | 13.8 | 12.5 | < | Some improvement in abilities may be required |
| Deductive Reasoning | 10.6 | 13.0 | 9.2 | << | Extensive improvement in abilities may be required |
| Information Ordering | 9.9 | 12.4 | 10.1 | < | Some improvement in abilities may be required |
| Speech Recognition | 9.9 | 11.8 | 9.3 | < | Some improvement in abilities may be required |
| Number Facility | 6.3 | 10.6 | 10.7 | 0 | Current ability level may be sufficient |
| Mathematical Reasoning | 6.3 | 9.2 | 11.2 | > | Current ability level is likely sufficient |
| Speed of Closure | 5.9 | 7.3 | 5.8 | < | Some improvement in abilities may be required |
| Memorization | 5.6 | 6.8 | 6.2 | 0 | Current ability level may be sufficient |

The maximum possible rating is 25.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

| Activities that Both Occupations Have in Common | | Similarity of Focus Occupation to Associated Occupation: 63 |
|---|--|---|
| Focus Occupation: Bookkeeping, Accounting, and Auditing Clerks (43-3031) Associated Occupation: Tax Examiners and Collectors, and Revenue Agents (13-2081) | | |
| Work Activities | | Exclusivity of Activity |
| Compute taxes | | 80 |
| Prepare tax reports | | 80 |

Not all positions in these occupations will necessarily perform all of the listed activities. The exclusivity rating is an indication of how unique the activity is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations engage in that activity.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.

| Tools and Technologies that Both Occupations Have in Common | | Similarity of Focus Occupation to Associated Occupation: 85 |
|---|--|---|
| Focus Occupation: Bookkeeping, Accounting, and Auditing Clerks (43-3031) Associated Occupation: Tax Examiners and Collectors, and Revenue Agents (13-2081) | | |
| Tools and Technologies | | Exclusivity |

| | |
|--|---|
| Business function specific software | 1 |
| Calculating machines and accessories | 3 |
| Computer data input devices | 2 |
| Computers | 1 |
| Content authoring and editing software | 1 |
| Content management software | 6 |
| Data management and query software | 1 |
| Finance accounting and enterprise resource planning ERP software | 2 |
| Information exchange software | 1 |

Not all positions in these occupations will necessarily use all of the listed tools and technologies. The exclusivity rating is an indication of how unique the tool or technology is amongst all occupations. The maximum rating is 100. High scores indicate that only a small number of occupations use that tool or technology.

Source: Alaska Department of Labor and Workforce Development, Research and Analysis Section analysis of O*NET (Occupation Information Network) data.